



HDRB

Historic or Design Review Board

MEMORANDUM

TO: Historic or Design Review Board
 FROM: Brandol M. Harvey, AIA AICP
 Chief of Planning
 DATE: February 14, 2005
 RE: **Minutes from the February 14, 2005 Meeting.**

I. Roll Call

The Historic or Design Review Board met at 4:30 p.m. February 14, 2005. HDRB members present were John Bush, Janet Buss, Faith Capone, Jack Davis, Robert Miller, Kay Moody. Staff present were: Brandol M. Harvey, Chief of Planning and Darren Coffey, Dir HCD. Invited guest; Hugh Campbell

II. Unfinished Business

A. Approval of the January 24, 2005 minutes.

The Board approved the minutes from the January 24, 2005 meeting.

III. Design Review

A. 415 Lee Street

Staff Report

Mr. Harvey gave a brief overview of the project location, scope of work, and relationship to guidelines for exterior alterations through display maps and powerpoint slides.

Applicant Statement

Mr. Coffey, elaborated that the project included 6 over 6 window replacements and described the materials as referenced in the file report.

Discussion and Recommendation

Upon questioning, it was determined the interior modifications were to legalize a bedroom/bathroom. No additional parking was required. A second ingress/egress was being provided via the rear porch addition. The Board suggested painting the porch material rather than leaving raw pre-treated lumber. Coffey will suggest that to the owner. Roof color was discussed with consensus to let it be an owner selection. Moved and seconded to accept as submitted with recommendation that the porch be painted to match the house.

Passed 6-0.

IV. Other Business

A. Draft letter from HDRB to Mr. Bob Pack regarding a pocket park for Kent Square

The Board had requested Mr. Bush to draft a letter to Mr. Pack encouraging the installation of a pocket park at the Kent Square project. Bush distributed a letter inviting Mr. Pack to discuss the possibility at a future Board meeting. The Board endorsed the letter, which was signed by Bush for mailing by Staff.

B. Historic Markers/Signage/Walking Trail – Sixteen Squares

Ms. Moody introduced Mr. Hugh Campbell. Mr. Campbell passed out and discussed an outline (pdf file copy at HDRB/16 Squares Demarcation) Mr Campbell and the Board discussed the history of the 16 squares, surviving historical/architectural and topographical features including several springs, street connections and dead-ends, and potential impacts of re-development within and next to the 16 squares. Substantial discussion revolved around prior discussions and previous or potential project proposals. Lack of specific proposals, budget requests and available funding was discussed. Comprehensive plans for signage and restoration and preservation objectives, as well as immediate projects were discussed.

Mr. Campbell suggested the Board Chair and Ms. Moody meet with him (as a member of the Museum Board), and the Museum Board Chair to discuss inter-relationships and possible projects.

The Board agreed to proceed with the meeting, to take on the task of designing and costing street signs or banners and sidewalk plaques in the near future and approach Council and/or CDBG with funding requests.

V. Public Address

None

VI. Adjourn.

The meeting was adjourned at approximately 6:15 pm. The next meeting of the Historic or Design Review Board is scheduled for March 14, 2005, at 4:30 pm.